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IWAP Path:

<https://ihcdaonline.com/wap/>

Training Materials

Power Points and associated Training Materials can be found at

<http://www.in.gov/myihcda/2399.htm>

P&P Manual

The Semi-Annual update to the Weatherization Policy and Procedures Manual is complete and can be found on the partner side of IHCDA's website for your reference.

<http://www.in.gov/myihcda/>

IHCDA Website

The Public side is client-oriented focusing on qualifications for weatherization services, allowable services, service providers and utilities. Public/Consumer site: www.ihcda.in.gov.

The Partner side is your site to find policy and forms.

Partner site: <http://www.in.gov/myihcda/>

THE HEALTHIER THE HOME THE BETTER

The Healthy Homes Pilot Program has been a success. The video shown at the Fall conference may have only presented three satisfied clients but additional written and verbal feedback is further proof that the Healthy Homes program is a **Good** thing.

Across Indiana, the six (6) participating sub-grantees used Healthy Homes funds to address deferral issues in 56 homes. That is 56 more homes that did not get added to the never ending deferral lists throughout the network. That is 56 clients that did not receive a letter telling them their home has issues outside the weatherization scope and therefore, we could not provide them services.

Every program manager has been presented with a client that really could benefit from the weatherization program but knew the home would have to be deferred due to Department of Energy restrictions.

The Healthy Homes Program provides another option.

Instead of permanently deferring a home, the program manager can give the good news. ***"Yes, your home may have problems, but don't worry, we can help"***

- ◆ We are going to take care of the potentially deadly electrical issues
- ◆ We are going to get rid of dangerous mold that was hidden and you never even knew about
- ◆ Your home has serious drainage problems, but we are going to eliminate them
- ◆ We are going to repair the foundation and structural damage your home has suffered due to moisture.
- ◆ Yes, your roof leaks but don't worry we have a program for that

And all of these measures were completed before traditional weatherization ever began.

Funded through the State LIHEAP program, each sub-grantee will have the freedom to allocate up to 100% of their 2015-16 State LIHEAP allocation to address deferral issues in homes throughout their service area.

WHAT WILL YOUR AGENCY DECIDE TO DO?

PROGRAM DEADLINES

LIHEAP & State LIHEAP 2014-15 Weatherization program will close on **September 30, 2015**. Closeout documentation is due **November 17, 2015**.

Effective Jan 1, 2015 all closeouts must be submitted with the following:

- Page 1 of Quarterly for a DOE Closeout
- Page 1 & 2 of Quarterly for LIHEAP & State LIHEAP to cover Base/Mechanical/Capital Intensive
- Last page of Job Expense Report

The number of completions on the job expense report, quarterly report and closeout form must match for the closeout to be processed.

Special Note: One of the criteria for the Incentive Pool is the Closeout must be submitted and approved within 45 days of the end of the grant.

Claims submitted after the 45 day closeout period will be subject to denial.

IWAP and Claim data for DOE (WX-015) September 30, benchmarks will be reviewed on Monday October 5. Please refer to Administration of Funds subsection F, G, & H of the current DOE grant agreement for details.

CONGRATULATIONS RAY

During 2014 Ray was elected as the NASCSP region IV representative, an area covering eleven states from Ohio to Wyoming.

Recently Ray vacated the regional representative spot as he was appointed as Weatherization Chair to the NASCSP board of Directors. Ray's term in this position will last through September 2017.

HOOSIER ENERGY

The Hoosier Energy program will come to a close on October 31, after three very productive years. Currently the network has completed 225 installations with another dozen scheduled. Hoosier Energy could not be happier with the efforts put forth by the participating agencies. For those sub-grantees still actively using the balance of funds, please remember, all installations must be complete and all cost must be incurred prior to Nov 1. Closeout forms are available upon request and are due by December 15, 2015.

Upcoming SATTs, Competency Maintenance Trainings & QCI Meetings

Semi Annual Technical Trainings [SATTs]: The contract allowed for three SATTs held at INCAA during the course of the program year. The remaining SATT is listed below:

- ♦ February 24, 2016 — Mechanical — INCAA

Competency Maintenance Trainings: There will be three Competency Maintenance Trainings held during the course of the training contract. Each of these three trainings will feature a North and South location for the convenience of those attending. The Competency Maintenance Trainings are also broken down into specific categories and will occur as follows:

- ♦ October 7, 2015 — Energy Auditor North — Brightpoint (previously CANI)
- ♦ October 8, 2015 — Energy Auditor South — SCCAP
- ♦ February 9, 2016 — Mechanical South — Location to be determined
- ♦ February 11, 2016 — Mechanical North — Location to be determined

All of the SATTs and Competency Maintenance Trainings are currently listed on INCAA's website and registration is available.

QCI Meetings: We have scheduled two meetings to review the first six months of the QCI requirement. **If you hold a QCI certification** please plan to attend one of the two meetings below and offer your feedback on the process.

- ♦ November 18, 2015—WICAA—705 South Fifth St. Terre Haute 10:00am—2:00pm
- ♦ November 19, 2015—Job Source/CICAP 222 E. 10th Anderson 10:00am-2:00pm

The QCI Process—What We've Learned

Well, we now find ourselves six months into the implementation of the DOE's Quality Control Inspector certification. I thought we might use the occasion of the Weatherization Express Newsletter to share some appreciation while probing the question as to how it is going so far.

Certainly one of the things to be acknowledged is the incredible effort by Indiana's Weatherization Network to meet this requirement within the deadline established by the DOE. It has been no small feat and has been accomplished only through the dedication and hard work of Indiana's Weatherization work force!

I want to extend IHCD's congratulations to all certified QCIs! The difficulty of obtaining and maintaining this certification is certainly not lost on IHCD. Your efforts are indeed appreciated!

Now to ask the question – how is the QCI process going in Indiana? I do realize the answer to this question depends largely upon who you ask. IHCD continues to request feedback on issues, successes and concerns as we continue to move forward in this process.

To start the conversation, I will present my impression of Indiana's progress. As with any new process there are growing pains. I have heard about the three to four hours it takes to perform the QCI inspection. I have heard of the increased number of reworks. I have heard of concerns with missed opportunities or measures within a few initial audits. I have heard of concerns of QCI's wondering just what constitutes a pass or a fail. And I have heard of pressure being applied to pass homes as we draw nearer to the September 30th LIHEAP completion deadline. All of these items are examples of growing pains. All of these items are also examples of things that should improve as we move forward.

I feel that the process so far has successes tied to it. I am impressed with the fact that Indiana has the QCI process in place and that it is becoming a new function of our Weatherization process. This is a success in and of itself. I also believe the process is a success because the time to perform that "final" look at the house has increased. Why is this a success you ask? It shows that QCI's are taking the process and the responsibility seriously. This is a huge success from where I sit! Lastly I view the process as a success as reworks have increased. Again you ask why is this a success? It is a success because missed items or less than desirable workmanship is being addressed. By acknowledging those three successes, we find ourselves on the road to building an even stronger Weatherization Assistance Program within Indiana!

I mentioned earlier that there are growing pains. As I examine our process and see where we are, I do have some concerns.

I have dealt with a few issues where the assessment of the QCI is being brought into question. I want to urge Energy Auditors and WX Program Managers to exercise caution prior to questioning the items found needing addressed by the QCI's. Please remember the liability that accompanies their signature on the QCI form. Their signature is verification that the energy audit was appropriate, the energy efficiency needs of the home were met and all work was performed correctly, appropriately and professionally. In other words, the QCI is the determining factor that establishes whether or not everyone else fulfilled their responsibilities correctly. Let's note that again for emphasis. **The QCI is the determining factor that establishes whether or not everyone else fulfilled their responsibilities correctly!** Wow – what an incredible responsibility! Please let me stress that there will be times when a middle ground might need to be sought. There is obviously a difference between a measure being missed and a measure simply being performed in a manner different than the QCI would have chosen. Certainly IHCD's expectation is that all entities will work together to ensure that each home receives the energy savings measures that are necessary and deemed appropriate!

I have also heard concerns regarding QCI's feeling pressure to get homes to completion so production benchmarks can be met as the LIHEAP grant cycle nears its' close. It is imperative that this type of pressure never be placed upon a QCI or those performing Weatherization work. The need for quality work and completeness does not diminish or disappear simply because a funding deadline is approaching. As we move forward with the QCI process it will become even more important that sub-grantees begin work early in the grant, set realistic production goals, and plan to complete work early enough to allow time for a proper QCI process to be completed.

It is imperative that Energy Auditors perform high quality initial audits and develop complete and detailed work orders. This step is crucial in ensuring that the QCI process will flow smoothly and move homes toward a proper completion.

IHCD plans to bring all of Indiana's QCI's together to discuss how they feel the process is going, what issues they are facing, and how the process can be improved moving forward. IHCD will share those plans with Indiana's QCI's once they are firmly in place. Meeting dates and locations are provided on the previous page.

- Ray Judy

OCTOBER DECLARED ENERGY EFFICIENCY AWARENESS MONTH

October has been declared **Energy Efficiency Awareness Month** in Indiana! Throughout the month, the Lt. Governor will be visiting INCAA's training center as well as a recently weatherized home in the Lafayette, Area IV Service area. The proclamation signed by Gov. Pence is available on IHCD's website.

http://www.in.gov/ihcd/files/Proclamation_Energy_Efficiency_Awareness_Month_2015.pdf

Weatherization Day is October 30th

IHCD encourages all sub-grantees to recognize Weatherization Day by releasing PSAs, placing articles in the local paper or holding events. We are requesting information on any activities you have planned and would be happy to help promote or assist in any way possible.

Revised Recertification Requirements for Home Energy Professional Certifications ***Changes to Quality Control Inspector, Energy Auditor*** ***and Crew Leader Certifications***

Malta, NY, September 28, 2015 - BPI has modified recertification requirements for the advanced Home Energy Professional (HEP) certifications. The change comes as a result of public comments received by the National Renewable Energy Laboratory (NREL), which owns the HEP certification schemes. NREL's certification scheme committees met and agreed to modify the Continuing Education Unit (CEU) requirements of the certifications, to better align with best practice CEU requirements for similar certifications across the building trades.

The CEU changes have been made to the following certifications: Quality Control Inspector, Energy Auditor and Crew Leader. **Changes are retroactive for all currently certified HEP professionals.**

Quality Control Inspector (QCI) - To be eligible for recertification, candidates must have accumulated a minimum of 24 qualifying* continuing education units (CEUs) over their three years of certification. This allows them to waive the QCI written exam. When the minimum CEU requirement is met, the candidate must successfully complete the field examination that is current at the time of renewal.

- QCI candidates who do not meet the CEU requirements must retake the written and field exam that is current at the time of renewal.

All QCI candidates must re-attest to the Code of Ethics located in the Quality Control Inspector Certification Scheme Handbook (appendix B) to be eligible for recertification.

Energy Auditor (EA) - To be eligible for recertification, candidates must have accumulated a minimum of 24 qualifying* continuing education units (CEUs) over their three years of certification. This allows them to waive the EA written exam. When the minimum CEU requirement is met the candidate must successfully complete the field examination that is current at the time of renewal.

EA candidates who do not meet the CEU requirements must retake the written and field exam that is current at the time of renewal.

Crew Leader (CL) - To be eligible for recertification candidates must have accumulated a minimum of 24 continuing education units (CEUs) over their three years of certification. This allows them to waive the CL written exam. When the minimum CEU requirement is met the candidate must successfully complete the field examinations that are current at the time of renewal.

CL candidates who do not meet the CEU requirements must retake the written and field exam that is current at the time of renewal.

Retrofit Installer Technician - no changes have been made to this designation.

*Qualifying CEUs are defined as any educational trainings/sessions as described in the CEU policy that align with the Functions and Task (knowledge, skills and abilities) section in the certification scheme handbooks.

These changes are in effect immediately and retroactive from the date of initial certification.

For further information regarding these certifications and the recertification process, please review the Certification Scheme Handbooks which are located on our website, www.bpi.org/pros, under the [Policies and Procedures](#) section located at the top of the webpage.